



## Third Call for Proposals of the Benefit-sharing Fund of the International Treaty on Plant Genetic Resources for Food and Agriculture

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### GUIDELINES FOR SUBMISSION OF PRE-PROPOSALS

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**Deadline for submissions: 5 May 2014, at 24:00 hrs (Rome time)**

Pre-proposals must adhere to the guidelines for submission and all information requested in this form must be duly filled in. The Benefit-sharing Fund does not fund projects, project components or activities that are not related to the objectives of the Treaty or that do not fall within the funding priorities established by the Governing Body. When filling in the basic information sheet, do also select the type of project for which funding is solicited to the Benefit-sharing Fund. Please note that the pre-proposal will have to be aligned with the scope, expected outputs, duration and size of the type of project selected.

Pre-proposals must be submitted through the national authorities of a country that is a Contracting Party to the Treaty, i.e. through the National Focal Points, the Permanent Representatives to FAO or other official channels included in Appendix 3 of the Call for Proposals. Please therefore consider additional time before the deadline for submissions, for the competent national authorities to forward your application to the Secretariat of the Treaty.

For any further questions regarding this Call for Proposals, please contact the Helpdesk by e-mail at [Treaty-Fund@fao.org](mailto:Treaty-Fund@fao.org).

### I. PRE-PROPOSAL

Pre-proposals shall not exceed the length of 1200 words (including headings, excluding the budget table), which corresponds to about 2 pages with Times New Roman font size 11. Pre-proposals that exceed this number of words will not be eligible for screening.

#### **PROJECT TITLE:**

Insert the project title here. It is suggested that the title refers to the targeted crops and countries.

#### **DURATION (months):**

Project duration depends on the type of project you are applying for, as described in the Call for Proposals.

#### **COUNTRY OR COUNTRIES:**

Insert here the country where the lead organization is located (marking it with an (L)), and the country or countries where partner organizations are located (marking it or them with a (P)).

#### **TARGETED PLANT GENETIC RESOURCES FOR FOOD AND AGRICULTURE (PGRFA):**

List the crops and plant genetic resources for food and agriculture that are targeted by the proposed project. Please read the sub-section *Scope* of the Third Call for Proposals, of the Window relevant to your pre-proposal, before filling in this section.



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## **PROBLEM DEFINITION:**

Describe one or more pressing food security problems relating to plant genetic resources and climate change that the project will address. Briefly refer to existing regional or national strategies or plans, if any, in which these problems are identified.

## **OBJECTIVES:**

List the objectives that will address the pressing food security problems described above.

## **BENEFICIARIES:**

Identify a clearly defined set of immediate beneficiaries, whether local communities (Window 2) or institutions (Window 3), as well as the ultimate beneficiaries of the proposal.

## **METHODOLOGY:**

Identify the methodologies and activities to accomplish the proposed objectives and outputs. In doing so, briefly refer to: possible linkages to be established with communities elsewhere in the country and internationally to catalyse the widespread dissemination of results; the use or further development of the the Multilateral System of Access and Benefit Sharing under the Treaty; and how activities are unique and do not duplicate others already planned or underway.

## **COLLABORATION AND PROJECT TEAM:**

Describe the partnerships that will be generated through the project, and briefly describe the roles, capacities and expertise each partner will contribute. Read the section Scope for each Window in the Call for Proposals for more background about the types of partnerships to be sought in particular in multi-country programmes and technology transfer projects.

## **EXPECTED OUTPUTS:**

List the expected outputs of the project. Each Window of the Call for Proposals contains a list of generic expected outputs that may be included. As far as possible, please quantify the outputs of the project, such as, for example, “XXX farmers trained in participatory plant breeding.”

## **POTENTIAL DEVELOPMENT IMPACT:**

Describe the potential of the project for reaching a significant, short-term impact relating to the ability of local communities in developing countries that are Contracting Parties to the Treaty to achieve or maintain food security in the face of climate change. Identify the impact pathways and mechanisms that will be in place to ensure such impact is achieved. Refer to the potential wider impact that the project will ultimately achieve nationally and internationally – assuming additional resources etc are brought to bear.

## **INDICATIVE BUDGET:**

Please complete the column of total costs (US\$) in the table below and the percentage of indirect costs, if any. The important thing at this stage is to provide an indication of how the budget will address the different project components in a balanced manner. Those applicants invited to prepare a full project proposal will have to prepare a detailed budget that will have to include a number of supporting activities such as visibility and results dissemination. In the last rows of the table, please list the additional or complementary resources from other sources, whether counterpart or in-kind resources from the institutions involved, or from national or international funding sources. Funding will provided primarily to support relevant executing institutions based in eligible countries.



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| <b>CATEGORY</b>                           | <b>TOTAL COST (US\$)</b> |
|---|--------------------------|
| <b>Staff</b>                              |                          |
| <b>Travel</b>                             |                          |
| <b>Training and workshops</b>             |                          |
| <b>Farmers and rural communities</b>      |                          |
| <b>Other stakeholders</b>                 |                          |
| <b>Materials and equipment</b>            |                          |
| <b>Field Activities</b>                   |                          |
| <b>Other</b>                              |                          |
| <b>SUBTOTAL</b>                           |                          |
| <b>INDIRECT COSTS (X%)</b>                |                          |
| <b>TOTAL</b>                              |                          |
| <b>In-kind resources</b>                  |                          |
| <b>Counterpart funding from elsewhere</b> |                          |
| <b>TOTAL CO-FUNDING</b>                   |                          |



## II. BASIC INFORMATION

**Please select the type of project you are applying for:**

- Single-country Immediate Action Project (Window 2)
- Multi-country Immediate Action Project (Window 2)
- Single-country Co-development and Transfer of Technology Project (Window 3)
- Multi-country Co-development and Transfer of Technology Project (Window 3)

**Please select one or more funding priorities addressed by your proposed project:**

- Information exchange, technology transfer and capacity-building
- Managing and conserving plant genetic resources on-farm
- The sustainable use of plant genetic resources

**Organization name:** name of the lead organization submitting the pre-proposal.

**Type of organization:** Please define whether the organization is a governmental, non-governmental, farmer or farmers' organization, gene bank, research institution, regional or international organization etc.

**Contact person:**

**Position:**

**City / Country in which the organization is based:**

**Address:**

**P.O. Box:**

**Telephone:**

**Fax:**

**E-mail:**

**Webpage:**



### III. QUESTIONS FOR APPLICANTS

The Governing Body, at its Third Session, decided that plant genetic resources for food and agriculture listed in *Annex I* of the Treaty, resulting from projects funded by the Benefit-sharing Fund, shall be made available according to the terms and conditions of the Multilateral System, and information generated by projects funded through the Benefit-sharing Fund shall be made publicly available within one year of the completion of the project.

Please read carefully and answer all the questions below.

|   | yes                      | no                       |
|---|--------------------------|--------------------------|
| 1. Does your proposed project focus on either on-farm conservation or sustainable use of PGRFA, or both?  | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Does your proposed project focus on climate change adaptation and/or enhancing food security through the management of PGRFA?  | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Does your proposed project benefit – or have the potential to benefit – farmers and/or local farming communities that conserve and/or sustainably use PGRFA?   | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Are the organizations participating in the project willing to make available plant genetic resources for food and agriculture listed in <i>Annex I</i> of the Treaty resulting from the project, according to the terms and conditions of the Multilateral System? | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Are the organizations participating in the project willing to make the information generated in the framework of your project publicly available, within one year of the completion of the project activities?   | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Please answer the relevant question from 6. a) - c) that corresponds to your case:</b>   |                          |                          |
| 6. a) For <u>single-country</u> Window 2 projects: is the total budget for your proposed project between US\$ 150,000 and US\$ 300,000?   | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. b) For <u>multi-country</u> Window 2 projects: is the total budget for your proposed project between US\$ 400,000 and US\$ 800,000?  | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. c) For <u>single-country</u> Window 3 projects: is the total budget for your proposed project between US\$ 80,000 and US\$ 150,000?  | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. d) For <u>multi-country</u> Window 3 projects: is the total budget for your proposed project between US\$ 200,000 and US\$ 500,000?  | <input type="checkbox"/> | <input type="checkbox"/> |

By signing this submission form for pre-proposals, the applicant confirms that all the above statements are true to the best of his/her knowledge. Any deliberately untruthful response will lead to the automatic exclusion from the further screening and appraisal process, and may lead to the denial of awarded grants from the Benefit-sharing Fund.

**Signature of contact person:**

**Date and location:**

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